



UTAH VALLEY UNIVERSITY

Policies and Procedures

Proposed Policy Number and Title: Off-Campus Programs, Classes, and Tuition		
Existing Policy Number and Title:		
Approval Process*		
X Regular	<input type="checkbox"/> Temporary Emergency	<input type="checkbox"/> Expedited
<input type="checkbox"/> New	<input type="checkbox"/> New	<input type="checkbox"/> New
<input type="checkbox"/> Revision	<input type="checkbox"/> Revision	<input type="checkbox"/> Revision
X Deletion	<input type="checkbox"/> Suspension	
	Anticipated Expiration Date:	
*See UVU Policy #101 <i>Policy Governing Policies</i> for process details.		

Draft Number and Date: Stage 4, Regular policy process, April 16, 2015

President's Council Sponsor: Michelle Taylor **Ext.**

Policy Steward: Liz Childs **Ext.**

POLICY APPROVAL PROCESS DATES

Policy Drafting and Revision

Entrance Date: 09/25/2014

University Entities Review

Entrance Date: 09/25/2014

University Community Review

Entrance Date: 03/19/2015

Open Feedback: 03/19/2015

Close Feedback: 03/27/2015

Board of Trustees Review

Entrance Date: 04/16/2015

Approval Date: MM/DD/YYYY

POST APPROVAL PROCESS

Verify:

- ☐ Policy Number
- ☐ Section
- ☐ Title
- ☐ BOT approval
- ☐ Approval date
- ☐ Effective date
- ☐ Proper format of Policy Manual posting
- ☐ TOPS Pipeline and Archives update

Policy Office personnel who verified and posted this policy to the University Policy Manual

Name:

Date posted and verified: MM/DD/YYYY



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POLICY TITLE	Off-Campus Programs, Classes, and Tuition	Policy Number	508
Section	Student Affairs	Approval Date	January 21, 1993
Subsection	Admissions, Enrollment, Tuition, and Commencement	Effective Date	January 21, 1993
Responsible Office	Office of the Vice President of Student Affairs		

1.0 PURPOSE

2.0 REFERENCES

3.0 DEFINITIONS

4.0 POLICY

~~4.1 All off-campus students desiring credit are required to complete an *Application for Admission Form* and pay the application fee. Some off-campus classes are not listed in the class schedule but are created and maintained on the computer. All registrations are processed through the regular registration procedure and must clear the Cashier. Off-campus classes are charged tuition only and not the fees, as listed under Tuition and Fees in the class schedule. However, additional course delivery fees may be assessed.~~

5.0 PROCEDURES

POLICY HISTORY		
Date of Last Action	Action Taken	Authorizing Entity